

United States Environmental Protection Agency POSITION DESCRIPTION COVERSHEET		1. DUTY LOCATION <i>Atlanta, GA</i>		2. POSITION NUMBER <i>(b) (6)</i>	
3. CLASSIFICATION ACTION: a. Reference of Series and Date of Standards Used to Classify This Position					
Official Allocation	b. Title Environmental Engineer	c. Service GS	d. Series 0819	e. Grade 13	f. CLC <i>001 100</i>
4. SUPERVISOR'S RECOMMENDATION					
5. ORGANIZATIONAL TITLE OF POSITION (if any)		6. NAME OF EMPLOYEE <i>(b) (6)</i>			
7. ORGANIZATION (give complete organizational breakdown)					
a. U.S. ENVIRONMENTAL PROTECTION AGENCY		e. NPDES PERMITTING SECTION			
b. Region IV		f.			
c. Water Protection Division		g.			
d. NPDES PERMITTING & ENFORCEMENT BRANCH		h. Organization Code TDAD 0000			
8. SUPERVISORY/MANAGERIAL DESIGNATION					
<input type="checkbox"/> [S] First or Second level supervisor: An individual who performs supervisory work and managerial responsibilities that require accomplishment of work through combined technical and administrative direction of others and meets the requirements for coverage as described in the General Schedule Supervisory Guide.					
<input type="checkbox"/> [A] An individual (as defined in Section 7103(a)(10) of Title V of the U.S. Code) who is authorized to hire, direct, assign, promote, reward, transfer, lay off, suspend, discipline, or remove one or more employees, or effectively recommend such action. The exercise of this responsibility is not routine or clerical in nature, but requires the consistent exercise of independent judgment.					
<input type="checkbox"/> [M] A manager who directs the work of an organization; is accountable for the success of line or staff programs; monitors, evaluates, and adjusts program activities; and performs the full range of duties outlined in the General Schedule Supervisory Guide. May also include deputies who fully share responsibility for managing the organization or who serve as an alter ego to the manager.					
<input type="checkbox"/> [B] A management official (as defined in Section 7103(a)(11) of Title V of the U.S. Code) who formulates, determines or influences an organization's policies. This means creating, establishing, or prescribing general principles, plans, or courses of action for an organization; or bringing about a course of action for the organization. Management officials must actively participate in shaping the organization's policies not just interpret laws and regulations give resource information or recommendations or serve as experts or highly trained professionals who implement or interpret the organization's policies and plans.					
<input type="checkbox"/> [T] "Team Leader" This position meets the requirements for coverage under Part II of the General Schedule Leader Grade Evaluation Guide.					
<input checked="" type="checkbox"/> [N] None of the above applies. This is a non-supervisory/non-managerial position.					
9. SUPERVISORY CERTIFICATION I certify that this is an accurate statement of the major duties and responsibilities of this position and its organizational relationships and that the position is necessary to carry out governmental functions for which I am responsible. The certification is made with the knowledge that this information is to be used for statutory purposes relating to appointment and payment of public funds, and that false or misleading statements may constitute violations of such statutes or their implementing regulations.					
a. Typed Name and Title of Immediate Supervisor		d. Typed Name and Title of Second-Level Supervisor			
<i>(b) (6)</i>		<i>(b) (6)</i>			
10. OFFICIAL CLASSIFICATION CERTIFICATION					
a. <input checked="" type="checkbox"/> This position has no promotion potential.		<input type="checkbox"/> If position develops as planned and employee progresses satisfactorily, this position has known promotion potential to grade:		b. Fair Labor Standards Act <input type="checkbox"/> Nonexempt <input checked="" type="checkbox"/> Exempt	
c. Functional Code 94		d. Bargaining Unit Code <i>0012 7777</i>		e. Check, if applicable: <input type="checkbox"/> Medical Monitoring Required <input type="checkbox"/> Extramural Resources Management Duties (_____ % of time) <input type="checkbox"/> This position is subject to random drug testing (_____)	
f. Signature <i>Charnice B. Williams</i>		g. Date <i>11/11/08</i>			
11. REMARKS <u>STATEMENT OF DIFFERENCE</u>					
Pen & ink change made to Org. name/code due to reorg. Effective <i>11-2-14</i>					

REGIONAL CAFO COORDINATOR
ENVIRONMENTAL ENGINEER GS-0819-13

I. INTRODUCTION

The incumbent serves as the Regional Concentrated Animal Feeding Operations (CAFO) Coordinator in the National Pollutant Discharge Elimination System (NPDES) permitting program dealing with discharges of pollutants from animal waste handling areas to waters of the U.S. within Region 4. The position is located in the Municipal and Industrial NPDES Section, Pollution Control and Implementation Branch, in the Water Protection Division.

II. DUTIES

- Serves as a Regionally recognized technical authority in the field of CAFO permitting. Responsible for administering and resolving complex program and project issues which require an unusual understanding of NPDES CAFO permitting regulations and national policies. Problems are highly complex and solutions must address socio-economic concerns. The work requires careful planning to define the boundaries of the program based on existing statutory authority and technological advances.
- Advises other Water Division program areas on developing plans and strategies for the implementation of the NPDES CAFO permitting program in Region 4.
- Confers with key officials within EPA to determine program requirements and to develop solutions to complex project issues acceptable to all parties and interests involved
- Reviews, analyzes, coordinates proposed, new, or revised regulations and guidance documents. Provides technical assistance on controversial, precedent-setting situations. The incumbent is expected to evaluate divergent professional opinions affecting significant environmental policy issues and define feasible options, including the consequences of their adoption.
- Conducts specific studies on complex engineering policy problems for higher level decision makers such as the Division Director, Deputy Division Director, Deputy Regional Administrator, or Regional Administrator. Such studies may involve working with branches, divisions, and other offices on the identification and evaluation of legislative initiatives
- Serves as a staff or team member on project, program, or task force teams, contributing environmental and/or engineering analyses and recommendations to resolve assigned environmental issues, activities, and/or problems
- Issues permits, as necessary, or oversees state and/or industry pollution control/pollution prevention programs. Evaluates the performance of state programs to ensure that the program is properly implemented. Negotiates with dischargers and other interested parties to

resolve issues related to permit requirements, and provides technical support to defend technical and legal challenges to permits.

- Meets with state program managers to provide advice and assistance on all aspects of implementation including regulatory and policy requirements, legislation, technical aspects of permit, permit application process, and permit issuance strategies. Serves as state coordinator to overview and evaluate State NPDES
- Participates in the development of state permit issuance strategies and work plans, coordinating state and agency environmental and program priorities.
- Provides liaison and consultation with state and agency headquarter regarding implementation issues and development of regulations, policies, and guidance.
- Analyzes environmental and technical issues in areas such as quality assurance, modeling, risk assessment, field studies, toxicity testing, and biological assessment. Assists and advises regional personnel, state and local officials, private industry, and/or the general public regarding engineering/technical data and/or activities, and the relevance of such data/activities to specific areas of responsibility (e.g., risk assessment, modeling, environmental monitoring of specific facilities/activities, etc.).
- Disseminates engineering/technical information through oral briefings, written documents, workshop/conference/seminar presentations, and/or public hearings to provide information on significant analytical methods, sampling techniques, etc., related to a specific program, function, or activity. Assembles technical information, performs analyses, and prepares technical reports required to support environmental standards. Prepares assessments of human and environmental exposure to various hazardous sources. Integrates a variety of individual tasks to form a cohesive study, cutting across several technical fields.
- Reviews and evaluates data submittal and/or requests involving a specific scientific and/or engineering activity/discipline/function (e.g., air pollution modeling, risk assessments, environmental impact statements, etc.). Advises appropriate personnel as to the adequacy/accuracy of data/processes and/or the appropriateness of the request, and provides technical assistance where applicable.
- Plans, conducts, and/or provides technical expertise to complex, often multimedia field sampling and analytical services, facility inspections or audits, and/or monitoring support for highly complex engineering programs/activities. Provides assistance on administrative and technological aspects of study/inspection/audit and identification activities.
- Performs other duties as assigned.

Factor 1: Knowledge Required by the Position

Mastery of advanced environmental engineering principles, theories and practices relating to NPDES CAFO permitting which enables the employee to provide expert knowledge and information to policy makers, other agency representatives, and industry representatives.

Knowledge of NPDES CAFO permitting to serve as an expert witness in judicial proceedings on the technical and economic feasibility of EPA regulations.

Working knowledge of methods and techniques used to develop standards and regulations and of the acceptability of standards and regulations when challenged in court. Skill in evaluating the limits of present and emerging technologies to determine the long-term research and development needs of EPA.

Knowledge of EPA responsibilities under Section 402 of the Clean Water Act.

Skill in communicating with elected and appointed Federal, State, and local officials and Congressional staff members regarding the agency mission, positions on specific issues, and other matters pertaining to agency policies.

Factor 2: Supervisory Controls

The supervisor sets the overall objectives and resources available. The incumbent and the supervisor, in consultation, develop the projects, deadlines, and other parameters of the work. The employee is responsible for planning, developing, coordinating, and evaluating program, projects, activities, or other work independently, for determining methods and approaches, for resolving conflicts that arise, and for keeping the supervisor informed of controversial matters. Completed work is normally accepted as technically authoritative and is reviewed for such matters as fulfillment of objectives, compatibility with other work, and effect on overall operations.

Factor 3: Guidelines

Technical, regulatory, and policy guidelines, developed under the authority of Section 402 of the Clean Water Act, are often broad and nonspecific. The employee is required to use resourcefulness and perception, based on experienced judgment, to adapt or interpret general guidelines; to deviate from or extend traditional practices, methods, and techniques, or to resolve situations where precedents are not available or applicable.

Factor 4: Complexity

Assignments include a broad range of duties, involving substantial depth and breadth, numerous interrelationships, many complex features or variables, and often new theories or methodologies. They typically involve distilling national goals and priorities into regional applications by interpreting and adapting agency-level directives. The incumbent must be

versatile and innovative in adapting, modifying, or making compromises with standard guides and methods to originate new techniques or criteria.

Factor 5: Scope and Effect

The purpose of the work is to provide authoritative information, analysis, and recommendations that identify and interpret alternatives and options to complex questions of policy or practice. The work makes a significant contribution to the planning and evaluation of policies or projects that are of regional or national interest, scope, and impact through the application of new technology and/or the synthesis of a range of approaches to technical or policy issues. The work thus affects policy or other decisions, the work of other technical authorities, or major aspects of EPA programs.

Factor 6: Personal Contacts

Personal contacts include a wide range of professional and administrative personnel throughout EPA, at other Federal agencies, i.e. USDA, USGS, in state and local governments, private industry, academia, environmental advocacy groups, and in some cases the media and elected officials.

Factor 7: Purpose of Contacts

Contacts are for the purposes of collecting and exchanging technical information, providing consultation on problems, defending proposed approaches, negotiating settlement of differences, and resolving problems or controversies.

Factor 8: Physical Demands

The work is primarily sedentary in nature

Factor 9: Work Environment

The work is generally performed in an office environment with some travel to attend meetings, symposia, or conferences, or to visit sites in the field.